# COMPREHENSIVE ANNUAL FINANCIAL REPORT TOWNSHIP OF BINGHAM CLINTON COUNTY, MICHIGAN MARCH 31, 2005

### **AUDITING PROCEDURES REPORT**

Issued under P.A. 2 of 1968, as amended. Filing is mandatory.							
Local Government Type ☐ City ☐ Township ☐ Village ☐ Other ☐ BINGAM TOWN		COUNTY	TON				
Audit Date  3-3 1-05  Opinion Date  10-28-05  Date Accountant Report Submitted to State:  14-3-05							
We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the <i>Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan</i> by the Michigan Department of Treasury.							
We affirm that:    RECE!VED   DEPT. OF TREASURY							
1. We have complied with the Bulletin for the Audits of Local Units of Government	ment in Michiga	an as revised					
2. We are certified public accountants registered to practice in Michigan.	NOV $-4$ 2005 2. We are certified public accountants registered to practice in Michigan.						
We further affirm the following. "Yes" responses have been disclosed in the fin the report of comments and recommendations	ancial stateme	nts liockldings	the notes corall.				
You must check the applicable box for each item below.							
yes no 1. Certain component units/funds/agencies of the local unit	are excluded i	from the financ	ial statements.				
yes 🔀 no 2. There are accumulated deficits in one or more of this earnings (P.A. 275 of 1980).	is unit's unres	erved fund ba	alances/retained				
yes on 3. There are instances of non-compliance with the Uniform 1968, as amended).	m Accounting	and Budgeting	g Act (P.A. 2 of				
yes X no 4. The local unit has violated the conditions of either an or or its requirements, or an order issued under the Emerge	rder issued un ency Municipal	der the Munici Loan Act.	ipal Finance Act				
yes of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, a	comply with st as amended [N	atutory require ICL 38.1132]).	ments. (P.A. 20				
yes 🔀 no 6. The local unit has been delinquent in distributing tax revo	enues that we	e collected for	another taxing				
yes X no 7. The local unit has violated the Constitutional requirement earned pension benefits (normal costs) in the current year the overfunding credits are more than the normal cost during the year).	ar. If the plan is	s more than 10	00% funded and				
yes no 8. The local unit uses credit cards and has not adopted an 1995 (MCL 129.241).	applicable pol	icy as required	I by P.A. 266 of				
ges 🔀 no 9. The local unit has not adopted an investment policy as re	equired by P.A.	196 of 1997 (	MCL 129.95).				
We have enclosed the following:	Enclosed	To Be Forwarded	Not Required				
The letter of comments and recommendations.		X	1.ogo#00				
Reports on individual federal financial assistance programs (program audits).			X				
ingle Audit Reports (ASLGU).							
Certified Public Accountant (Firm Name)							
Street Address 6920 S. CEDAR ST. SUITE #3  City  LAUSING  State  ZIP  CHOOLEGOULEGOULEGOULEGOULEGOULEGOULEGOULEG							
Accountant Signature ames M. Ireland, CPA							

#### CLINTON COUNTY, MICHIGAN

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#### JAMES M. IRELAND, CPA, PC

6920 S. CEDAR STREET, SUITE 3 LANSING, MICHIGAN 48911-6924 (517) 699-5320

Members of the Township Board Township of Bingham Clinton County, Michigan

#### Boardmembers:

We have audited the accompanying general purpose financial statements of the Township of Bingham as of and for the year ended March 31, 2005, as listed in the table of contents. These general purpose financial statements are the responsibility of the township's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Township of Bingham as of March 31, 2005, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Certified Public Accountant

James M. Ireland, P.C.

October 28, 2005

### STATEMENT OF NET ASSETS

#### March 31, 2005

		5				
	Prima			ry Governme	nt	
	Governmental		al Business-type			
		Activities		Activities		Total
ASSETS						
Cash and cash equivalents	\$	548,569	\$	283,400	\$	831,969
Receivables (net)	•	41,985	Ψ	2,003,498	Ψ	2,045,483
Capital assets:		11,505		2,005,470		2,043,463
Land		3,200		_		3,200
Other capital assets, net of depreciation		71,189		3,867,320		3,938,509
Total Capital Assets		74,389		3,867,320	_	3,941,709
Total Assets	<del>- 11</del>	664,943		6,154,218	_	6,819,161
LIABILITIES						-
Accounts payable and accrued expenses		1,874				1.074
Deferred revenue		1,0/4		1 006 100		1,874
Long-term liabilities:		_		1,986,108		1,986,108
Due within one year		_		220,000		220.000
Due in more than one year		-		•		220,000
Total Liabilities		1,874		2,735,750		2,735,750
NET ASSETS	<del></del>	663,069		4,941,858		4,943,732
Invested in capital assets, net of related debt	<del></del>	74,389		1,212,360		1,875,429
Restricted for:		14,303		911,570		985,959
Debt service				15,777		16 777
Other purposes		225,486		13,///		15,777
Unrestricted		363,194		285,013		225,486
Total Net Assets	\$	663,069	<u> </u>	1,212,360	<u> </u>	648,207 1,875,429
		200,009	<del>-</del>	1,212,300	<u> </u>	1,073,429

#### STATEMENT OF ACTIVITIES

#### For the Year Ended March 31, 2005

			Net (Expense) Revenue and			
		Program	Changes in Net Assets			
		Revenues	Primary Government			
		Charges for		Business-type		
	Expenses	Services	Activities	Activities	Total	
Functions/Programs						
Primary Government:						
Governmental activities:						
General government	\$ 168,422	\$ 5,733	\$ (162,689)	\$ -	\$ (162,689)	
Public safety	123,368	16,580	(106,788)		(106,788)	
Public works	154,186		(154,186)	_	(154,186)	
Health and sanitation	6,240	_	(6,240)	-	(6,240)	
Culture and recreation	720	_	(720)	-	(720)	
		<del></del>	(720)		(720)	
Total Governmental Activities	452,936	22,313	(430,623)	-	(430,623)	
Business type activities:						
Sewer	453,953	214,496	_	(239,457)	(239,457)	
Sewer	433,733	214,470		(239,431)	(239,437)	
Total primary government	906,889	236,809	(430,623)	(239,457)	(670,080)	
General revenues:						
Taxes:						
Property taxes, levied for genera	l purposes		232,003	-	232,003	
Grants and contributions	r		174,033	-	174,033	
Unrestricted investment earning	S		4,659	113,763	118,422	
Miscellaneous	-		18,225	-	18,225	
Transfers			(10,000)	10,000	10,225	
			(10,000)			
Total General Revenues			418,920	123,763	542,683	
Change in Net Assets			(11,703)	(115,694)	(127,397)	
Net Assets - Beginning			, ,	,	, ,	
Net Assets - Degilling			674,772	1,328,054	2,002,826	
Net Assets - Ending			\$ 663,069	\$ 1,212,360	\$1,875,429	

### BALANCE SHEET - GOVERNMENTAL FUNDS

#### March 31, 2005

	 General		Roads and Bridges	• • • • • • • • • • • • • • • • • • •	Building Fund	Go	Total overnmental Funds
Assets							
Cash	\$ 328,940	\$	109,272	\$	110,357	\$	548,569
Receivables, net	36,015		5,857		-		41,872
Due from other funds	 113		-		-		113
Total Assets	 365,068	\$	115,129	\$	110,357	\$	590,554
<u>Liabilities</u>							
Accounts payable	\$ 1,441	\$	_	\$	_	\$	1,441
Due to other governments	 433		-		-	<u> </u>	433
Total Liabilities	1,874		-		-		1,874
Fund Balances							
Reserved for other purposes	-		115,129		110,357		225,486
Unreserved	 363,194	*			-		363,194
Total Fund Balance	 363,194		115,129		110,357		588,680
Total Liabilities and Fund Balances	\$ 365,068	\$	115,129	\$	110,357	\$	590,554

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

### Year Ended March 31, 2005

Revenues		General		Road and Bridges	 Building Fund	Go	Total overnmental Funds
<del></del>	•	110.4==	_				
Property taxes	\$	113,477	\$	118,526	\$ -	\$	232,003
Licenses and permits		5,350		-	-		5,350
State grants		174,033		-	-		174,033
Charges for services		22,313		-	-		22,313
Miscellaneous		10,334		4,838	 665		15,837
Total Revenues		325,507		123,364	665		449,536
Expenditures							
General government		168,422		_			160 422
Public safety		123,368		_	-		168,422
Public works		21,661		132,525	-		123,368
Health and sanitation		6,240		132,323	-		154,186
Culture and recreation		720		-	-		6,240
Capital outlay		720		-	-		720
· ······			-	<del>-</del>	 		
Total Expenditures		320,411		132,525	 		452,936
Excess of Revenues over Expenditures		5,096		(9,161)	665		(3,400)
Other Financing Sources (Uses)							
Transfers in		_			10.000		10.000
Transfers out		(20,000)		-	10,000		10,000
		(20,000)			 		(20,000)
Total Other Financing Sources and Uses		(20,000)	·	-	 10,000		(10,000)
Net Change in Fund Balances		(14,904)		(9,161)	10,665		(13,400)
Fund Balances, April 1		354,959		124,290	99,692		578,941
Adjustments to Beginning Balance	•	23,139		-	 -		23,139
Fund Balances, March 31	\$	363,194	\$	115,129	\$ 110,357	\$	588,680
See accompanying notes to financial stateme		:				<u> </u>	200,000

### STATEMENT OF NET ASSETS PROPRIETARY FUNDS

#### March 31, 2005

	Enterprise
	Funds
	Sewer
ASSETS	
Current Assets:	
Cash	\$ 283,400
Receivables, net	2,003,498
Total Current Assets	2,286,898
Noncurrent assets:	,
Capital assets:	
Distribution and collection systems	4,290,780
Less accumulated depreciation	(423,460)
Total noncurrent assets	3,867,320
Total Assets	6,154,218
LIABILITIES	
Current Liabilities:	
Bonds, notes, and loans payable	220,000
Noncurrent Liabilities:	
Deferred revenue	1,986,108
Bonds, notes, and loans payable	2,735,750
Total Noncurrent Liabilities	4,721,858
Total Liabilities	4,941,858
NET ASSETS	1,212,360
Invested in capital assets, net of related debt	911,570
Restricted for debt service	15,777
Unrestricted	285,013
Total Net Assets	\$ 1,212,360

# STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS PROPRIETARY FUNDS

### FOR THE YEAR ENDED MARCH 31, 2005

	Enterprise
	Funds
	Sewer Fund
OPERATING REVENUES	
Charges for services	\$ 214,495
OPERATING EXPENSES	
Contractual services	87,673
Utilities	5,030
Repairs and maintenance	7,213
Other supplies and expenses	2,634
Depreciation	76,577
Total Operating Expenses	179,127
Operating income (loss)	35,368
NONOPERATING REVENUES (EXPENSES)	
Interest and investment revenue	112 762
Interest expense	113,763 (141,993)
Miscellaneous expense	
Total Nonoperating Revenue (Expenses)	(132,832)
Income (loss) before contributions and	(161,062)
and transfers	(125,694)
Transfers in	10,000
Change in net assets	(115,694)
Total Net Assets - Beginning	1,328,054
Total Net Assets - Ending	\$ 1,212,360
-	Ψ 1,212,300

### STATEMENT OF CASH FLOWS PROPRIETARY FUNDS

### FOR THE YEAR ENDED MARCH 31, 2005

	]	Enterprise
	<u></u>	Funds ewer Fund
CASH FLOWS FROM OPERATING ACTIVITIES	<del></del>	
Receipts from customers		
Payments to suppliers	\$	254,669
*		(102,550)
Other receipts (payments)		10,000
Net Cash Provided By Operating Activities		162,119
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Principal paid on capital debt		(223,000)
Interest paid on capital debt		(141,993)
Other receipts (payments)		(132,832)
Net cash (used) by capital and		
related financing activities		(497,825)
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest and dividends		113,763
Net Cash Provided By Investing Activities		113,763
Net (decrease) in cash and cash equivalents		(221,943)
Balances - Beginning of the Year		505,343
Balances - End of the Year	\$	283,400
RECONCILIATION OF OPERATING INCOME(LOSS) TO NET CAST		
PROVIDED BY OPERATING ACTIVITIES:		
Operating income (loss)	\$	35,368
Adjustments to reconcile operating income to net cash	•	33,300
provided by operating activities:		
Depreciation expense		76,577
Other receipts		10,000
Change in assets and liabilities:		10,000
Receivables, net		40,174
Accounts and other payables		70,177
Accrued expenses		
Net Cash Provided By Operating Activities		162,119
	<u>Φ</u>	102,119

See accompanying notes to financial statements.

### STATEMENT OF FIDUCIARY NET ASSETS FIDUCIARY FUNDS

March 31, 2005

		Agency Funds
Assets		
Cash	<u>\$</u>	113
Total Assets	<u> </u>	113
<u>Liabilities</u>		
Due to general fund	\$	113
Due to other governmental units		
Total Liabilities	\$	113

#### NOTES TO FINANCIAL STATEMENTS

#### March 31, 2005

#### SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Reporting Entity

In accordance with generally accepted accounting principles and governmental Accounting Standards Board (GASB) Statement No. 14 "The Financial Reporting Entity," these financial statements present the Township of Bingham and its component units. The criteria established by the GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included.

#### Basis of Presentation

The accounts of the government are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds.

The financial activities of the Township of Bingham are recorded in separate funds and account groups, categorized as follows.

#### **GOVERNMENTAL FUNDS**

#### General Fund

This fund is used to account for all financial resources except those provided for in another fund. Revenues are primarily derived from property taxes, State and Federal aid, and charges for services to provide for the administration and operation of: (1) general governmental departments, boards and commissions; (2) law enforcement; and (3) health, welfare and medical assistance. The fund includes the general operating expenditures of the local unit.

#### Special Revenue Funds

These funds are used to account for specific revenue (other than expendable trusts or major capital projects) derived from State and Federal grants, General Fund appropriations and charges for services which are to be expended for specific purposes as dictated by legal, regulatory or administrative requirements.

#### Capital Projects Funds

These funds are used to account for the acquisition or construction of major facilities other than those financed by proprietary fund operations.

#### NOTES TO FINANCIAL STATEMENTS

#### March 31, 2005

#### GOVERNMENTAL FUNDS (cont'd)

#### **Proprietary Funds**

Enterprise Funds - Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

#### FIDUCIARY FUNDS

#### Trust and Agency Funds

These funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental unites and/or other funds. These include: (a) Expendable Trust Funds; (b) Nonexpendable Trust Funds (c) Pension Trust Fund; and (d) Agency Funds.

#### CASH, CASH EQUIVALENTS, AND INVESTMENTS

For the purposes of the statement of cash flows, demand deposits and short-term investments with a maturity date of three months or less when acquired are considered to be cash equivalents.

Investments are stated at cost.

#### **BASIS OF ACCOUNTING**

The modified accrual basis of accounting is used by all Governmental Funds, Agency Funds and Expendable Trust Funds. Revenue and other sources are recognized in the accounting period in which they become susceptible to accrual—that is when they become both measurable and available to finance expenditures of the fiscal period. Expenditures are recognized when the related liability is incurred. Modifications from the accrual basis are as follows:

a. Property tax revenue is recognized in accordance with MCGAA Statement 3:

Properties are assessed and liened as of December 31 and their related property taxes are billed on December 1, of the following year. These taxes are due on February 14 with the final collections' date of February 28 before they are added to the county delinquent tax rolls.

- b. Payments for inventoriable types of supplies are recorded as expenditures at the time of purchase.
- c. Normally, expenditures are not divided between years by the recording of prepaid expenses.

#### NOTES TO FINANCIAL STATEMENTS

#### March 31, 2005

#### BASIS OF ACCOUNTING (cont'd)

#### Budgets and Budgetary Accounting:

The Township follows these procedures in establishing the budgetary data reflected in the financial statements.

- 1. Prior to December 1, the Supervisor submits to the board a proposed operating budget for the fiscal year commencing the following April 1. The operating budget includes proposed expenditures and the means of financing them. The budgets are adopted to the activity level.
- 2. Public hearings are conducted at the Township hall to obtain taxpayer comments.
- 3. Prior to February 1, the budget is legally enacted through passage of a resolution.
- 4. Budgets for the governmental fund types and the expendable trust funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).
- 5. Budgeted amounts are as originally adopted, or as amended by the Township Board.

#### Comparative Data:

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the Township's financial position and operations.

#### **BASIS OF ACCOUNTING**

#### Investments:

Investments are stated at cost.

#### Property Tax and Delinquent Taxes Receivable

Taxes are levied for the township on December 1. The Township bills and collects its own property taxes. Property taxes not paid to the Township treasurer by the final due date in March are turned over to the County treasurer. The County purchases the delinquent taxes of the Township and normally remits the taxes to the Township the following year. The taxes paid by the county are included as revenue on the Township's books at the preceding March 31 date.

The 2004 taxable value of the Township totaled \$78,637,269 on which ad valorem taxes levied consisted of 0.9379 mills for operating purposes, and 1.4455 mills for roads and bridges. These amounts are recognized in the general fund and in the road and bridges fund.

#### NOTES TO FINANCIAL STATEMENTS

#### March 31, 2005

#### BASIS OF ACCOUNTING(cont'd)

#### Delinquent Taxes Receivable

	Roads & Bridges Tax	Operating <u>Taxes</u>	<u>PTAF</u>	Total
2004 Tax Levy 2004 Taxes Collected	\$118,526 112,669	\$79,016 _75,111	\$26,767 _25,606	\$224,309 _213,386
2004 Taxes Uncollected Delinquent Taxes Receivable, April 1 Delinquent Taxes Collected	5,857 4,370	3,905 2,835	1,161 1,415	10,923 8,620
or written off	4,370	2,835	1,415	8,620
Delinquent Taxes Receivable, March 31	<u>\$ 5,857</u>	\$ 3,905	<u>\$ 1,161</u>	<u>\$ 10,923</u>
Summary by Year of Levy, 2004	\$ 5,857	<u>\$ 3,905</u>	<u>\$ 1,161</u>	<u>\$ 10,923</u>

#### BALANCE SHEET - CASH AND INVESTMENTS

Deposits are carried at cost. Deposits are in two financial institutions in the name of Bingham Township Treasurer. Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations. Investments can also be made in bonds, securities and other obligations of the United States, or an agency or instrumentality of the United States, which are guaranteed as to principal and interest by the United States, including securities issued by the government national Mortgage Association; United States governmental or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks, commercial paper rated within the three highest classifications by not less than two standard rating services which mature not more than 270 days after the date of purchase and which involve no more than 50 percent of any one fund. Michigan law prohibits security in the form of collateral, surety bonds, or other forms for the deposit of public money. Attorney General's Opinion No. 6168 states that public funds may not be deposited in financial institutions located in states other than Michigan. The Township's deposits are in accordance with statutory authority.

The Governmental Accounting Standards Board (GASB) Statement No. 3 risk disclosure for deposits at year end are as follows:

#### NOTES TO FINANCIAL STATEMENTS

#### March 31, 2005

### BALANCE SHEET - CASH AND INVESTEMENTS (cont'd)

#### **Deposits**

Insured (FDIC) \$ 111,474 Uninsured <u>720,608</u>

Total Deposits <u>\$ 832,082</u>

At year end, the balance sheet carrying amount of deposits was \$832,082.

### Interfund Receivables and Payables

Interfund receivables and payables as of March 31, 2005 are as follows:

		Receivables	Payables
General Current Tax Collection		\$ 113 	\$ - 113
Sewer Fund Long-Term Debt		<u>\$ 113</u>	<u>\$ 113</u>
Sewer Fund Revenue Bonds	Due <u>Date</u>	Amount	Annual Interest <u>Payable</u>
The Township's share of Clinton County Sanitary Sewer Disposal System Bonds, Series II is dated in 1988 with interest payable on April 1 and October 1 of each year.	10/1/05 10/1/06 10/1/07	\$ 20,000 20,000 	\$ 4,400 2,960 
	Total	\$ 80,000	\$ 8,880
The Township's share of Clinton County Sanitary Sewer Project Bonds- Bingham Township, Series 1999, with interest payable on May 1 and November 1 of each year. Interest rates vary.	5/1/05 5/1/06 5/1/07 5/1/08 5/1/09 5/1/10 5/1/11 Thereafter	\$ 155,000 155,000 155,000 160,000 160,000 160,000 160,000 1,280,000	\$ 109,404 102,623 95,648 88,560 81,360 74,080 66,640 253,960
	Total	<u>\$2,385,000</u>	<u>\$872,275</u>

#### NOTES TO FINANCIAL STATEMENTS

#### March 31, 2005

Sewer Fund Long-Term Debt (cont'd)			
	Due		Annual
Sewer Fund Revenue Bonds	Date	A	Interest
The Township's share of Clinton		Amount	Payable
	10/1/05	\$ 20,000	\$ 2,700
System Bonds - Bingham Township,	10/1/06	25,000	2,050
Series 1990, with interest payable on	10/1/07	20,000	1,600
April 1, and October 1 of each year.	10/1/08	25,000	1,150
	10/1/09	25,000	650
	10/1/10	20,000	
	Total	<u>\$135,000</u>	<u>\$8,350</u>
	Due		
Sewer Fund Contract Payable	Date	Amount	
The Township owes for land	12/6/05	\$ 10,000	
purchased which included a sewer	12/6/06	10,000	
lagoon. There is no interest on	12/6/07	10,000	
outstanding balance. This is a 10	12/6/08	20,000	
year contract.	12/6/09	_20,000	

#### Sewer Fund Contract Payable

The Township owes for additional land for sewer lagoon property. Interest will accrue at 7% effective August 1, 2001. Each such principal payment shall be in an amount equal to \$1,000 times the number of residential equivalent tap-in fees collected from new township customers in the previous three (3) months, other than customers in the Existing Mobile Home Park, connecting to the Township's sanitary sewage treatment system which system has its sewage treated at the lagoon located on the Property. Notwithstanding the above, any outstanding principal balance under this Agreement that has not been paid shall be due upon the earlier to occur of (I) the date which is ten(10) years after the commencement date, or (II) the completion date for the Mechanical Treatment Plant.

Total

\$ 70,000

Balance due 3/31/04 \$305,750 principal and \$-0- accrued interest

#### EMPLOYEES' RETIREMENT SYSTEM - DEFINED CONTRIBUTION

#### Plan Description

The Township has a defined contribution pension plan covering all elected officials who choose to belong to the plan. This benefit is an insurance-type plan administered by Aetna Life Insurance co. under the provisions of Section 401(a) of the Internal Revenue Code.

#### NOTES TO FINANCIAL STATEMENTS

March 31, 2005

### EMPLOYEES RETIREMENT SYSTEM - DEFINED CONTRIBUTION (cont'd)

#### Plan Description (cont'd)

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account, the returns earned on the investments of those contributions, and forfeitures of other participants' benefits that may be allocated to such participant's account. The plan requires the employer to contribute 3.75 percent of the participating employee's gross wages, with immediate vesting, and employees have 3.75% withheld from wages.

During the year, the Township's required and actual contributions amounted to \$3,918 which was 3.75 percent of its current year-covered payroll. The plan is funded through Aetna Life Insurance Company.

### MANAGEMENT'S DISCUSSION AND ANALYSIS

#### March 31, 2005

#### New Financial Reporting

Starting with fiscal year 2004-2005 the Township of Bingham, Michigan (the "Township") has revised and improved its financial reporting document. These changes are a result of standards set by the Governmental Accounting Standards Board (GASB). The intent of these new standards is to provide citizens, taxpayers, customers, and investors with a better understanding of how the Township's money and other assets are managed.

The new standards set by GASB are intended to give the reader of this annual financial report a better understanding of the financial status of the Township. The new standards introduce accounting rules and systems that are common in the private sector. This report presents a much broader picture of the Township's financial status. Through this comprehensive reporting of assets and liabilities, the reader should have a greater understanding of the Township's financial health.

The discussion and analysis of the Township's financial performance provides an overview of the Township's financial activities for the fiscal year ended March 31, 2005. Please read it in conjunction with the Township's financial statements.

#### Financial Highlights

As discussed in further detail in this discussion and analysis, the following represents the most significant financial highlights for the year ended March 31, 2005:

Property tax revenues increased approximately \$17,598 from the prior year. The increase is the net result of increasing valuations in the Township.

Total fund balances related to the Township's governmental funds increased by \$9,739.

#### Using this Annual Report

This annual report consists of a series of financial statements. The statement of new assets and the statement of activities provide information about the activities of the Township of Bingham as a whole and present a longer-term view of the Township's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing government services.

The fund financial statements present a short-term view; they tell us how the taxpayers' resources were spent during the year, as well as how much is available for future spending Fund financial statements also report the operations of the Township of Bingham in more detail than the government-wide financial statements by providing information about the Township's most significant funds. The fiduciary fund statements provide financial information about activities for which the Township of Bingham acts solely as a trustee or agent for the benefit of those outside the government.

The following table shows the changes in net assets during the current year. Future reports will provide comparative data for the statement of activities. Comparative data is not required during the first year of reporting under requirements of GASB Statement No. 34.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

#### March 31, 2005

#### Using this Annual Report (Continued)

Program revenue:	
Charges for services	\$ 236,809
Licenses and permits	5,350
General revenue:	.,
Property taxes	232,003
State shared revenue	174,033
Investment earnings	118,422
Other revenue	12,875
Total revenue	779,492
Program Expenses	
General government	168,422
Public safety	123,368
Public works	608,139
Culture and recreation	720
Health	6,240
Total program expenses	906,889
Change in Net Assets	<u>\$(127,397)</u>

#### Governmental Activities

The Township's governmental revenues totaled \$449,536 with the greatest revenue source being property taxes. Property taxes make up approximately 51.6% percent of total governmental revenue. Over the past few years, state shared revenue and interest income have both declined.

The Township incurred expenses of \$452,936 during the year.

#### General Fund Budgetary Highlights

Over the course of the fiscal year, the Township board made necessary budget adjustments to fund unanticipated expenditures during the year. Most departments came in under budget at year end, an overall favorable variance approximately \$476,981 from budget.

#### **Current Economic Factors**

Revenue sharing is the most significant budgetary concern at this time. The State of Michigan is experiencing significant budget problems, and as they look for solutions, revenue sharing continues to be under attack.

### MANAGEMENT'S DISCUSSION AND ANALYSIS

March 31, 2005

### Contacting the Township's Management

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of the Township's finances and demonstrate the Township's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Township Board.

#### **BALANCE SHEET**

### March 31, 2005 and 2004

	3/31/05	3/31/04
Assets		
Cash in bank - checking Cash in bank - savings Cash in bank - trust Delinquent taxes receivable Accounts receivable Delinquent assessments receivable Interest receivable Due from tax fund  Total Assets	\$ 475.37 320,009.36 8,454.74 5,065.78 30,831.49 117.76	\$ 843.54 340,063.97 8,409.59 4,250.13 1,400.00 96.54 399.57 1,387.71
iabilities	\$ 365,067.84	\$ 356,851.05
Due to federal government Due to deferred compensation plan	\$ 432.92 1,441.21	\$ 443.46 1,448.92
Total Liabilities	1,874.13	1,892.38
und Balance		
Inreserved	363,193.71	354,958.67
Total Liabilities and Fund Balance	\$ 365,067.84	\$ 356,851.05

See accompanying notes to financial statements.

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

		3/31/05		
D avanuas	Budget	Actual	Variance- Favorable (Unfavorable)	3/31/04 Actual
Revenues				
Taxes:				
Current property taxes		\$ 79,015.63		\$ 67,358.5
Other taxes - P.A. 425		6,301.35		2,285.2
Property tax administration fees		26,767.63		24,026.
Trailer fees		1,011.00		1,052.
Interest and penalties on taxes		381.83		1,156.
Total Taxes	\$ 102,328.00	113,477.44	\$ 11,149.44	95,878.9
Licenses and permits:				
Cable TV franchise fees	-	5,349.78	5,349.78	3,261.2
State grants:				
State revenue sharing		173,772.00		176 550 (
Liquor license fees		261.25		176,558.0 247.5
Total State Grants	150,000.00	174,033.25	24,033.25	176,805.5
Charges for services:				
Collection fees		3,355.00		3,372.5
Fire runs		16,580.06		
Landsplit fees		2,050.00		24,936.6
Sales - other		328.13		2,050.0
Total Charges for Services	10,000.00	22,313.19	12,313.19	30,359.1
Miscellaneous:				
Interest earned		4,659.08		3 550 0
Assessments-street lighting		4,732.53		2,558.8
Reimbursements		183.71		5,414.9
Miscellaneous		758.39		1,299.0 1,475.6
Total Miscellaneous	5,000.00	10,333.71	5,333.71	10,748.5
Total Revenues	\$ 267,328.00	\$ 325,507.37	\$ 58,179.37	\$ 317,053.3

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

			<del></del>	3/31/05	<del></del>	Variance-	-	
		Dudget		<b>A</b> . 1	~	Favorable		3/31/04
Expenditures		Budget		Actual	(	Unfavorable)		Actual
Township board:								
Salaries			\$	4,575.00			_	
Contracted services			Þ	3,980.00			\$	,
Printing and publishing				1,386.91				3,830.0
Dues and conventions				3,940.86				822.9
				3,340.80	•			3,175.7
Total Township Board	\$	27,500.00		13,882.77	\$	13,617.23		11,128.6
Supervisor:								
Salaries				13,075.00				12.075.0
Transportation				1,575.00				13,075.0
				1,373.00				1,575.0
Total Supervisor		14,650.00		14,650.00		_		14,650.00
Administration:								·
Salary - administrator				17,125.00				
Salary - assistant				3,562.50				19,000.00
				3,302.30				3,000.00
Total Administration		22,750.00		20,687.50		2,062.50		22,000.00
		•		_==,==		2,002.30		22,000.00
Elections:								
Salaries				1,837.00				_
Contracted services				1,860.32				-
Total Elections		4,000.00		3,697.32		302.68		
<u>Forward</u>	···	60,000,00						
Totward	\$	68,900.00	\$	52,917.59	\$	15,982.41	\$	47,778.68

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

	Budget	3/31/05 Actual	Variance- Favorable (Unfavorable)	3/31/04
<u>Forwarded</u>	\$ 68,900.00	\$ 52,917.59	\$ 15,982.41	Actual \$ 47,778.68
Expenditures (cont'd)		,	10,502.41	Ψ 77,776.00
Assessor:				
Salaries				
Supplies		11,487.00		11,487.00
Contracted services		770.00		834.11
Tax roll preparation		1,875.00		-
Transportation		3,202.00		2,339.33
Transportation		1,575.00		1,575.00
Total Assessor	18,562.00	18,909.00	(347.00)	16,235.44
Attorney:			,	,
Professional services	30,000.00	33,073.16	(3,073.16)	7,443.50
Clerk:				
Salaries		13,101.00		
Contracted clerical		1,875.00		12,933.75
Supplies		2,089.44		450.00
Transportation		1,050.00		282.34
	-	1,030.00	_	1,050.00
Total Clerk	45,651.00	18,115.44	27,535.56	14,716.09
Board of review:				
Salaries		100.44		
Supplies		109.44		700.00
	-	<del>-</del>		44.01
Total Board of Review	1,000.00	109.44	890.56	744.01
Forward	\$ 164,113.00			

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

	omparative Totals for Ye	3/31/05		
	Budget	Actual	Variance- Favorable (Unfavorable)	3/31/04 Actual
<u>Forwarded</u>	\$ 164,113.00	\$ 123,124.63	\$ 40,988.37	\$ 86,917.7
Expenditures (cont'd)				
Treasurer:				
Salaries		13,663.50		10 044 0
Supplies		1,654.58		12,851.0
Transportation		918.25		1,208.8
Miscellaneous		60.26		675.0
		00.20		100.0
Total Treasurer	16,326.00	16,296.59	29.41	14,834.8
Hall and grounds:				
Telephone		1,527.64		
Insurance		8,512.00		1,509.2
Utilities and fuel oil		3,574.32		7,688.0
Repairs and maintenance		8,851.65		3,129.4
		8,631.03		1,313.4
Total Hall and Grounds	51,800.00	22,465.61	29,334.39	13,640.14
Other general government:				
Miscellaneous	10.506.10	711.66		
	19,506.10	711.56	18,794.54	450.19
Police:				
Salary-Liquor inspector		400.00		400.0
Donation - metro squad		600.00		400.00
-	•	000.00		800.00
Total Police	400.00	1,000.00	(600.00)	1,200.00
Fire:				_,00
Contracted services	117.000.00	44.0		
Sel Vices	116,000.00	115,657.75	342.25	112,410.42
Planning:				
Contracted services	80,000.00	6,710.00	73,290.00	5,000.00
F 1				2,000.00
<u>Forward</u>	\$ 448,145.10	\$ 285,966.14	\$ 162,178.96	\$ 234,453.36

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

		3/31/05				
	Budget	Actual	Variance- Favorable (Unfavorable)	3/31/04 Actual		
Forwarded	\$ 448,145.10	\$ 285,966.14	\$ 162,178.96	\$ 234,453.3		
Expenditures (cont'd) Drain at large:						
County drain tax	30,000.00	10,037.64	19,962.36	11,422.4		
Highways and streets:						
Contracted services		4,683.48		_		
Street lighting		4,393.98		2,850.74		
Total Highways and Streets	100,000.00	9,077.46	90,922.54	2,850.74		
Public works:						
Recycling services	-	2,546.00	(2,546.00)	2,546.00		
Ambulance:						
Contracted services	10,000.00	6,240.00	3,760.00	6,292.50		
Library:						
Board - salaries	1,000.00	720.00	280.00	720.00		
Employee benefits:						
Social security and medicare		868.87				
Pension benefits		4,955.22		576.44 4,038.13		
Total Employee Benefits	7,500.00	5,824.09	1,675.91	4,614.57		
Capital outlay:				•		
Hall and grounds			<u> </u>	2,053.61		
Total Expenditures (Forward)	\$ 596,645.10	\$ 320,411.33	\$ 276,233.77	\$ 264,953.24		

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

		3/31/05		
	Budget	Actual	Variance- Favorable (Unfavorable)	3/31/04 Actual
Total Expenditures (Forwarded)	\$ 596,645.10	\$ 320,411.33	\$ 276,233.77	\$ 264,953.2
Excess (Deficiency) of Revenues over Expenditures	(329,317.10)	5,096.04	334,413.14	52,100.1
Other Financing Uses Transfer to Road Fund Transfer to Sewer Fund Transfer to Building Fund		10,000.00 10,000.00		1,218.0- 5,000.00 60,000.00
Total Other Financing Uses	20,000.00	20,000.00		66,218.04
Excess (Deficiency) of Revenues over Expenditures and Other Uses	(349,317.10)	(14,903.96)	334,413.14	(14,117.91
Fund Balance, April 1	354,958.67	354,958.67		369,076.58
Adjustments to opening balance	-	23,139.00	23,139.00	-
Fund Balance, March 31	\$ 5,641.57	\$ 363,193.71	\$ 357,552.14	\$ 354,958.67

# TOWNSHIP OF BINGHAM ROAD AND BRIDGES FUND

#### BALANCE SHEET

#### March 31, 2005 and 2004

	3/31/05	3/31/04
Assets		
Cash in bank - savings Delinquent taxes receivable	\$ 109,271.68 5,857.32	\$ 119,920.23 4,369.62
Total Assets	\$ 115,129.00	\$ 124,289.85
Fund Balance - Reserved	\$ 115,129.00	\$ 124,289.85

# TOWNSHIP OF BINGHAM ROAD AND BRIDGES FUND

# STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

		3/31/05		
Revenues	Budget	Actual	Variance- Favorable (Unfavorable)	3/31/04 Actual
Taxes:			·····	
Current property taxes	\$ 102,360.00	\$ 118,526.31	\$ 16,166.31	\$ 103,817.3
Miscellaneous:				
Interest earned		540.76		
Reimbursements	-	549.76	549.76	595.3
Metro Act	1,200.00	4,287.95	3,087.95	1,212.50
Total Miscellaneous	1,200.00	4,837.71	3,637.71	1,807.83
Total Revenues	103,560.00	123,364.02	19,804.02	105,625.17
Expenditures				
Highways and streets				
Contracted services	223,480.23	132,524.87	90,955.36	87,727.47
Excess (Deficiency) of Revenues over Expenditures	(119,920.23)	(9,160.85)	110,759.38	17,897.70
Other Sources (Uses) Transfer from (to) General Fund	_	_		1 210 04
Evenes (Definion)				1,218.04
Excess (Deficiency) of Revenues and Sources over Expenditures	(119,920.23)	(9,160.85)	110,759.38	19,115.74
Fund Balance, April 1	124,289.85	124,289.85	-	105,411.62
Adjustment to Beginning Balance			-	(237.51)
Fund Balance, March 31	\$ 4,369.62	\$ 115,129.00	\$ 110,759.38	\$ 124,289.85

# TOWNSHIP OF BINGHAM BUILDING FUND

#### **BALANCE SHEET**

March 31, 2005 and 2004

	3/31/05	3/31/04
<u>Assets</u>		
Cash in bank - savings	\$ 110,357.20	\$ 99,691.74
Fund Balance - Reserved	\$ 110,357.20	\$ 99,691.74

### TOWNSHIP OF BINGHAM BUILDING FUND

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

	3/31/05								
	Budget			Actual		Variance - Favorable (Unfavorable)		3/31/04 Actual	
Revenues									
Interest earned	\$	100.00	\$	665.46	\$	565.46	\$	261.82	
Expenditures									
Capital Outlay:									
Buildings	109,791.74			_		109,791.74			
Excess (Deficiency) of Revenues over Expenditures	(1	09,691.74)		665.46		110,357.20		261.82	
Other Sources (Uses)									
Transfer from (to) General Fund		10,000.00		10,000.00		_		60,000.00	
Excess (Deficiency) of Revenues and									
Sources over Expenditures	(9	99,691.74)		10,665.46		110,357.20		60,261.82	
Fund Balance, January 1	9	99,691.74		99,691.74		<u>-</u>		39,429.92	
Fund Balance, December 31	_\$		\$	110,357.20	\$ 1	10,357.20	 \$	99,691.74	

### BALANCE SHEET

March 31, 2005 and 2004

Assets	3/31/05	3/31/04
Current assets:		
Cash in bank		
Receivables:	\$ 283,400.1	\$ 505,342.9
Usage fees	·	
Delinquent assessments	1,612.8	36 2,235.4
Interest on delinquent assessments	10,523.4	
Interest on definiquent assessments  Interest on investments	5,253.4	
interest on investments		327.4
Total Current Assets		
	300,789.9	0 562,907.2
Restricted assets:		,
Deferred special assessments		
P	1,986,108.4	2,139,176.6
Property, plant and equipment:		
Sewer system		
Less accumulated depreciation	4,290,780.00	, ,
	423,460.00	346,883.0
Net Property, Plant and Equipment	2.045.40	
	3,867,320.00	3,943,897.0
Total Assets	\$ 615421921	C ( ( ( C ) ( ) ( ) ( )
***	\$ 6,154,218.31	\$ 6,645,980.9
Liabilities		
Current Liabilities:		
Bonds and contracts payable - current	\$ 220,000.00	
Other Liabilities:	¥ 220,000.00	\$ 220,000.00
Deferred revenue	1,986,108.41	2 120 184 4
Bonds payable - long term	2,385,000.00	, ,- : - : - :
Land contract payable	350,750.00	, ,,,,,,,,,,
Table 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		378,750.00
Total Liabilities	4,941,858.41	5,317,926.66
Fund Equity	1,571,650.41	3,317,920.00
Retained earnings:		
Reserved for debt		
Unreserved	15,776.90	55,001.40
Cineserved	1,196,583.00	1,273,052.84
Total Fund Equity		1,273,032.04
rount and Equity	1,212,359.90	1,328,054.24
Total Liabilities and		
Fund Equity		
	\$ 6,154,218.31	\$ 6,645,980.90

See accompanying notes to financial statements.

# STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS

Years Ended March 31, 2005 and 2004

Operating Revenues	3/31/05	3/31/04
Charges for services - fees	•	
Sewer assessments	\$ 61,427 153,068	\$ 63,19 345,22
Total Operating Revenues	214,496	408,42
Operating Expenses	,	,,,2
Operating supplies		
Lagoon operator service	2,401	6,99
Legal, accounting and engineering	33,319	31,92
Telephone	51,954	203,403
Printing and publishing	1,984	2,112
Utilities Utilities	-	921
Repairs and maintenance	5,030	3,852
Depreciation	7,213	4,085
Miscellaneous	76,577	76,57
THIS CHARLOUS	650	195
Total Operating Expenses	179,127	330,070
Operating Income (Loss)		
	35,368	78,355
Non-operating Revenues (Expenses)		
Interest earned on investments	2.062	
Interest on special assessments	2,962	4,475
Miscellaneous income	110,801	140,098
Contribution from general fund	10.000	20,002
Interest charges on debt	10,000	5,000
Fiscal agent fees	(141,993)	(155,385
Assessments refund per settlement	(1,100)	(1,050)
	(131,732)	
Total Non-operating		
Revenues (Expenses)	(151.635)	
	(151,063)	13,140
Net Income (Loss)	(115.60.0)	
	(115,694)	91,495
Retained Earnings, April 1	1,328,054	1,236,559
Retained Earnings, March 31		, , , , , , , , , , , , , , , , , , , ,
See accompanying notes to financial statements.	\$ 1,212,360	\$ 1,328,054

#### TOWNSHIP OF BINGHAM SEWER FUND STATEMENT OF CASH FLOWS

Years Ended March 31, 2005 and 2004

	3/31/05	3/31/04
Operating Activities		
Net income (loss)	\$ (115,694	1) 6 01.40
Adjustments to reconcile net income	\$ (113,694	4) \$ 91,49:
to cash provided by operating		
activities:		
Depreciation	76,577	7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7
Changes in receivables and payables:	70,377	76,577
Usage fees receivable	623	(2.22)
Assessments receivable	15,657	(-,
Interest receivable	23,895	· · · · · ·
	23,693	(8,211
Net Cash Provided by (Used in)		
Operating Activities	1,057	147,151
Investing Activities		ŕ
Investments (increased) decreased		
Expansion of	-	452,131
sewer system	_	(154,482
		- (134,462)
Net Cash Provided by (Used in) Investing Activities	-	297,649
Financing Activities		
Increase (reduction) of bonds and contracts payable	(223,000)	(215,000)
T. (T. Communication)		. (213,000)
Net Increase (Decrease) in Cash	(221,943)	229,800
Cash at Beginning of Year	505,343	275,543
Cash at End of Year		
	\$ 283,400	\$ 505,343

# TOWNSHIP OF BINGHAM CURRENT TAX COLLECTION FUND

### STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

Year Ended March 31, 2005

	Balance 4/1/04		Additions	Deductions	Balance 3/31/05	
<u>Assets</u> Cash	<u>\$ 1,</u>	387.71	\$2,581,426.44	\$2,582,700.81	<u>\$</u>	113.34
Liabilities  Due to state  Due to county  Due to schools  Due to general fund  Due to sewer fund  Due to road fund  Due to library	\$ 1,3	- - - 387.71 - -	\$ 474,075.62 481,655.88 1,129,342.10 107,668.62 238,462.28 112,668.99 37,552.95	\$ 474,075.62 481,655.88 1,129,342.10 108,942.99 238,462.28 112,668.99 37,552.95	\$	- - - 113.34 - -
Total Liabilities	\$ 1,3	87.71	\$2,581,426.44	\$2,582,700.81	\$	113.34

### TOWNSHIP OF BINGHAM CURRENT TAX COLLECTION FUND

#### STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Year Ended March 31, 2005

Tour Bridge Walle	11 51, 2000		
Balance, April 1		\$	1,387.71
<u>Receipts</u>			
Current property			
taxes and assessments	\$2,552,898.90		
Property tax administration fee	25,606.46		
Interest earned	255.74		
Delinquent personal taxes	2,665.34		
Total Receipts		2,58	1,426.44
Total Receipts and Balance, April 1		2,58	2,814.15
<u>Disbursements</u>			
State of Michigan	474,075.62		
Clinton county	481,655.88		
Clinton Intermediate schools	267,387.36		
St. Johns schools	861,954.74		
Briggs Library	37,552.95		
Sewer fund	238,462.28		
General fund	108,942.99		
Road and bridges fund	112,668.99		
Total Disbursements		2,58	2,700.81
Balance, March 31		\$	113.34

### JAMES M. IRELAND, CPA, PC

6920 S. CEDAR STREET, SUITE 3 LANSING, MICHIGAN 48911-6924 PHONE 517-699-5320 • FAX 517-694-4793

November 8, 2005

Bingham Township 1637 S. Dewitt Road St. Johns, MI 48879 RECEIVED
DEPT. OF TREASURY
NOV - 9 2005
LOCAL AUDIT & FINANCE DIV.

Township Boardmembers:

I have completed my examination of the books and records of Bingham Township for the year ended March 31, 2005 and I wish to make the following comments and recommendations:

1. The township did not have a formal general ledger for the year ended March 31, 2005. I was able to use monthly financial statements of each fund and also record of monthly receipts/disbursements to enable completion of the audit.

I recommend that you set up a formal general ledger where all financial activities, each month, affecting each asset, liability, revenue, or expenditures accounts are shown, including receipt number or check number, and from whom or to whom.

2. The clerk's and treasurer's cash balances did not agree at each month ending. I recommend that these cash balances be compared at each month end and any differences be resolved.

Sincerely,

James M. Ireland

Certified Public Accountant

James M. Julan, CPA

JMI/cmv